

REGULAR MEETING OF THE CITY COUNCIL  
CITY OF CALEDONIA, MINNESOTA  
Monday, October 14, 2013

CALL TO ORDER: Following due call and notice thereof, Mayor Bob Burns called the meeting to order at 6:00 p.m. in the Council Room, City Hall.

ROLL CALL: Members present: Mayor Bob Burns, Council Members: Bob Lemke, DeWayne Schroeder, Randi Vick. Member Murphy was absent. City Staff Present: City Clerk/Administrator Ted Schoonover, Administrative Coordinator Mike Gerardy. Guests present: Mrs. Cindy Schuldt, Caledonia Argus reporter Clay Schuldt.

AGENDA: Motion by Mayor Burns, second by Member Schroeder to approve the agenda. All voted in favor and the motion was declared carried.

CONSENT AGENDA APPROVAL: Motion by Mayor Burns, second by Member Lemke to approve the consent agenda, which consisted of the regular meeting minutes from September 23, 2013. All voted in favor and the motion was declared carried.

VISITORS AND COMMUNICATIONS: Cindy Schuldt was present and asked the council to reconsider the Parking Ordinance as it refers to campers. She does not feel it is fair to the camper owners to have to move them every forty-eight hours as she does not have room in her yard or driveway to store it when not in use. She asked the council to consider something such as 96 hour parking for campers. The Mayor thanked her and informed her that it would be taken into consideration.

ADMINISTRATIVE COORDINATOR:

A zoning request was discussed from the previous council meeting and the public hearing held on September 23, 2013. The Kinsgely's have decided that they will build where the current structure sits and would require a 25' rear lot variance to be compliant. Motion by Mayor Burns, second by Member Lemke to approve the variance and building permit with a minimum of 14 parking spots. All voted in favor and the motion was declared carried.

A zoning request was presented for Jamie Colsch to add an addition to his garage. He currently has a 6' variance for that structure and the council felt no other variance was needed or required but that the North wall must be used in the new structure. Motion by Mayor Burns, Member Schroeder to approve the application as presented with the caveat of the North wall must remain. All members voted in favor and the motion was declared carried.

Gerardy informed the council that Nick Bauer is looking to build a house in Winnebago Estates and would require a variance so a public hearing needs to be set. Motion by Mayor Burns, second by Member Lemke to set the public hearing for October 28, 2013 at 6:30 p.m. All voted in favor and the motion was declared carried.

NEW BUSINESS:

Motion by Member Lemke, second by Member Vick to approve the repair of the pump for the Grant Street lift station in the amount of \$4,765.05. All voted in favor and the motion was declared carried.

Motion by Member Vick, second by Member Schroeder to approve the claims. All voted in favor and the motion was declared carried.

Becker & Stemper Electric, LLC	Install AC Units in City Hall/Library	581.25
Houston County Treasurer	2008 Pumper Title	22.75
Printy Quik	Meter Door Hangers	156.14
Storlie's Portable Pit Stops	2013 Light Project	96.19
US Postal Service	Stamped Envelopes	9,438.70
Baker & Taylor Books	Library Books	917.51
Betz, Mark	2013 Uniform Allowance	125.00
Meyer Brothers Construction	Sidewalk Install/Concrete Work	38,310.00
Meyer's Lawn Service	Mow - 225 S. Kingston Street	69.46
Midwest Tape	Library - DVD's	373.51
Northern Beverage Distribution	Liquor Store Inventory	2,465.55
Schott Distributing Co, Inc.	Liquor Store Inventory	2,435.51
SE Libraries Cooperating	Barcodes & Auto Fees	423.45
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	71.10
Airgas USA, LCL	Oxygen / Acetylene	122.13
B & M Service Center	Fuel	84.00
Bonanza Grain	Crushed Rock, Landscape Mat., Materials	1,543.28
Bound Tree Medical, LLC	Ambulance - Misc.	630.81
Business Financial Planning	Cafeteria Plan	233.80
Caledonia True Value	Miscellaneous Items	659.56
Commissioner of Revenue	State Withholding	1,381.15
Expert T Billing	Ambulance - Contracted Billing	600.00

ING Institutional Plan Services	TSA – Payday 9-17-13	480.00
Merchants Bank	Federal/FICA/Medicare	6,911.47
MN Benefit Association	MBA Payday 9-17-13	97.59
MN Child Support Payment Cn.	Case ID 001470764201	193.81
NCPERS Minnesota	NCPERS Payday 9-17-13	64.00
Public Emp. Retirement Assn.	PERA Payday 9-17-13	5,714.72
Resco	Light – Inventory	544.74
Southern Wine & Spirits of MN	Liquor Store Inventory	2,323.60
American Society of Composers	License Fee	12.00
Caledonia Oil Company	Unleaded	1,902.42
Resco	Light – Inventory	3,999.51
Streicher's	PD – Uniforms	109.99
Coca-Cola Bottling Company	Liquor Store Inventory	72.00
Minnesota Dept. of Commerce	Unclaimed Property	106.42
Northern Beverage Distribution	Liquor Store Inventory	507.90
Schmitz Refrigeration & Heating	Install 2 AC Units in City Hall	6,440.50
Schott Distributing Co, Inc.	Liquor Store Inventory	3,035.70
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	47.40
Buttelli's Lighting	Bulbs	143.96
Karian Peterson Power Line	2013 Project	92,981.40
Resco	Miscellaneous	165.00
Vidacare	Ambulance - Misc. Equipment	1,837.29
Becker & Stemper Electric	Repairs to Light Fixture	30.06
Caledonia Vol. Fire Department	Relief Assn. – 3 <sup>rd</sup> Quarter	600.00
Communications Service WI	Install Mobile Unit in Fire Pumper	600.00
Guillaume, Joyce	2013 Uniform Allowance	60.00
Houston Co. Treasurer	Ho. Co. Collection Site	4,008.00
Jack Neumann Trucking	Freight Expense	130.00
Johnson Brothers Liquor Co.	Liquor Store Inventory	3,664.84
League of MN Cities	Registration Fee	40.00
Merchants Bank	Federal/FICA/Medicare	4,279.84
Philips Healthcare	Ambulance – Main. to heart monitor	230.00
Phillips Wine & Spirits	Liquor Store Inventory	1,336.98
Principal Life	Life/Ad&d/STD	398.09
Public Employees Retirement	PERA/DCP	147.00
Rask, Nick	Animal Control	75.00
Tri-State Ambulance	Intercept Fee's	750.00
Ziebell's Hiawatha Foods, Inc.	Liquor Store Inventory	16.25
Merchants Bank	Federal/FICA/Medicare	-3,870.00
MN Comprehensive Health Asn.	PD Health Insurance – Coffield	7,035.99
Caledonia Conv & Tourism Bur.	Tourism	904.90
Mathy Construction Company	Street – Prep & Pave	45,205.32
MN Dept. of Revenue	Sales / Use Tax	21,473.00
Richard's Sanitation, LLC	Recycling – Collections	6,697.80
Klug, Anthony	Consulting Services	800.00
Ace Link Telecommunications	Communication Expense	1,155.34
Anderson & City, Heather	Meter Deposit Refund	125.48
Area Map Service	Liquor Store Advertising	154.50
Business Financial Planning	Cafeteria Plan	233.80
Buttelli's Lighting	Ballast	76.84
Caledonia Oil Co.	Diesel	1,892.63
Caledonia Police Association	PD Association Dues	85.00
Caledonia Volunteer Fire Dept.	Supplement Benefit Reim. & State Aid	28,129.91
Commissioner of Revenue	State Withholding	1,544.79
DeWall & City, Darin	Meter Deposit Refund	251.23
Fritz & City, Dylan	Meter Deposit Refund	250.28
Hammell & Murphy, PLLP	SOS Campaign	100.00
ING Institutional Plan Services	TSA Payday 10-1-13	480.00
IUOE Local #49	Union Dues – Oct. 2013	360.25
Meisch & City, Ken & Jane	Meter Deposit Refund	250.50
Merchants Bank	Federal/FICA/Medicare	8,140.81
MN Child Support Payment Cnt.	Case ID 001470764201	216.88
Northern Beverage Distribution	Liquor Store Inventory	1,624.85
Public Emp. Retirement Assn.	PERA Payday 10-1-13	6,385.83
Resco	Light – Inventory	1,115.82
Rother, David	Refund on Final Bill Balance	25.79
Schott Distributing Co, Inc.	Liquor Store Inventory	3,611.03
Southern Wine & Spirits of MN	Liquor Store Inventory	2,017.21
Steele & City, Brenen	Meter Deposit Refund	250.50
Tri-State Ambulance, Inc.	Intercept Fee	250.00
Verizon Wireless	Communication Expense	204.57
VISA	Library – DVD	26.97
Buege, Kristen	Seminar Registration Fee	30.00
IUOE Local 49	Health Insurance	17,104.00
Northern Beverage Distribution	Liquor Store Inventory	1,614.95
Schott Distributing Co, Inc.	Liquor Store Inventory	3,572.30
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	74.75
Thorson, Joel	SOS Campaign Raffle Winner	500.00
JR Burroughs Blading, Inc.	Storm Drainage/Waterway	2,600.00

E O Johnson Company	Copier Agreement	1,518.14
Jack Neumann Trucking	Freight Expense	220.00
Johnson Brothers Liquor Co.	Liquor Store Inventory	4,485.82
Minnesota Energy Resources	Natural Gas	967.54
MN Dept. of Labor & Industry	Elevator Operator Permit	100.00
Phillips Wine & Spirits Co.	Liquor Store Inventory	1,327.10
Reed, Charlie	Defective Sidewalk Program	550.00
Tri-State Ambulance, Inc.	Intercept Fee	250.00
Wine Merchants	Liquor Store Inventory	136.00
Merchants Bank	Federal/FICA/Medicare	31.14
Northern Beverage Distribution	Liquor Store Inventory	594.70
Schott Distributing Co, Inc.	Liquor Store Inventory	513.20
Spring Grove Soda Pop, Inc.	Liquor Store Inventory	116.85
		<u>\$ 378,312.64</u>

Motion by Mayor Burns, second by Member Vick to approve the prepaid claims. All voted in favor and the motion was declared carried.

Ability Building Center	Groundkeeping Crew	90.63
Affordable Tech. Solution	Office Supplies	1,394.68
Airgas North Central	Oxygen/Acetylene	118.74
Alco Stores, Inc.	Calc Batteries	8.96
Alert-All Corp	Promotional Items	290.00
Artic Glacier Inc.	Ice	168.52
Bound Tree Medical, LLC	Misc. Supplies	293.63
Buttell's Lighting	Bulbs	397.58
Caledonia Implement Co.	Miscellaneous Items	10.15
Caledonia Lumber Co, Inc.	Miscellaneous Items	38.90
Caledonia Oil Company	Car Battery, Labor, Maint.	269.70
Carquest Auto Parts Store	Miscellaneous Items	9.33
City of Caledonia Utilities	Electric, Water, Sewer	13,018.08
D S Electric Supply, Inc.	Miscellaneous Items	23.33
Dalco	Miscellaneous Supplies	953.41
Davy Engineering	Engineering Fees	9,214.72
Davy Laboratories	Lab's	2,280.75
ECM Publishers, Inc.	Advertisements	425.08
Electric Pump	Lift Station Maint/Repairs	789.95
Employee Data Forms	Employee Calendar's	23.00
Fastenal Company	Miscellaneous Items	48.24
Fritz, Dylan	Refund after Final Bill	89.94
Goodyear Auto Service Center	Tires Truck #06	243.14
Gopher State One-Call	Location Notifications	62.35
Griffin Construction Co, Inc.	Storm Sewer Repairs	10,640.93
Hammell & Murphy, PLLP	General & Prosecution Matters	3,301.00
Hawkin's, Inc.	Chemicals	1,992.46
Heiman Fire Equipment, Inc.	1 Pair Boots (Chief Gavin Reim)	124.20
Innovative Office Solutions	Office Supplies	136.25
Jeff's Automotive Repair	Repair Parts, Labor	670.64
Karian Peterson Power Line	2013 Project	82,938.90
Ken's Small Engine	Equipment Repairs	16.26
Mayo Clinic Health System	Health Care Training Cards	150.00
Mississippi Welders Supply Co.	Oxygen	119.72
Paradise Pool & Spa	Repair Part	104.45
PT Welding & Driveshaft	Repair Materials	69.55
Public Safety Equipment, LLC	Certify Radar Units	93.00
Resco	Light - Miscellaneous Items	99.00
Richard's Sanitation, LLC	Refuse Disposal	360.16
Schilling Supply Company	Copy Paper & Bags	126.82
SEMA Equipment, Inc.	2' Bucket for Mini Excavator	727.13
Southern Wine & Spirits of MN	Liquor Store Inventory	2,067.29
St. Mary Auto Body Shop	Tow Van	80.16
Star Energy Services	2013 Project	3,593.85
Storlie's Portable Pit Stops	2013 Project	96.19
Thomson Reuters	Renew Fixed Assets Program	240.00
Tri-County Electric Co-op	Electric Energy	167,938.77
United Auto Supply, Inc.	Miscellaneous Items, Repair Parts	46.88
Urbain, Helen	Defective Sidewalk Program	937.50
USAquatics, Inc.	Construction Documents	10,093.60
Water Systems Company	Drinking Water	7.11
Ziebell's Hiawatha Foods, Inc.	Liquor Store Inventory	67.00
		<u>\$ 317,101.63</u>

Motion by Mayor Burns, second by Member Vick to approve the attendance of Officer Allan Johnson to a Winning the battle seminar for mental health training, Allens wife is also attending free of charge for spousal counseling. All voted in favor and the motion was declared carried.

Motion by Mayor Burns, second by Member Schroeder to approve the Temporary Gambling Permits for St. Mary's Church on March 7 and April 11, 2014. All voted in favor and the motion was declared carried.

The Ordinance #72 was discussed concerning the alternate side parking and if it should be amended to commence on December 1 rather than November 1<sup>st</sup>. Discussion ensued in reference to that and to the fact of the forty-eight hour rule. Motion by Mayor Burns, second by Member Vick to approve the amendment as presented. Roll call vote of members. Yes: Mayor Burns, Member Vick. No: Member Schroeder, Member Lemke. Motion failed to carry a simple majority therefore is considered failed.

Administrator Schoonover presented the council with a proposal from an executive search specialist that has an applicant that would qualify for our open WWTP position. This proposal would entail a contract, a one year from the date of hire retention warranty and would cost the City \$12,000 plus the applicants travel costs. Discussion ensued. Motion by Mayor Burns, Second by Member Vick to enter into the contract with Dean Kovach and Associates. All voted in favor and the motion was declared carried.

Motion by Member Lemke, second by Member Vick to approve TJ Heiden as a volunteer fire fighter. All voted in favor and the motion was declared carried.

Schoonover disseminated a letter from Attorney's Moss and Barnett in reference to the medicom and Ace cable franchise agreements that will expire in 2014. Federal law requires the city start this process a year out and this company is the company that negotiated the last agreement. Consensus of the council was to check on the maximum amount it could cost and tabled the issue.

Schoonover brought some data in reference to getting a debit/credit card for city hall. He mentioned that we can get the machine for \$1.00 a month rental but there remains some questions on how the city could recoup the cost of each transaction. For example a \$300.00 transaction would cost the city \$7.50 based on a 2.5% transaction fee charged by the vendor. That could add up very quickly and we need to see if we can legally apply those fees to the customer. Schoonover mentioned that he and Accountant Mann would do some further research.

An increase to pet licenses was discussed and it has been several years since this has changed and we believe that \$10.00 is more like what other cities charge. The council wanted to review all the animal fees to see if they needed adjustment to. This was tabled without further action.

The October police schedule was handed out, the September police reports and time sheets were submitted for review. No action taken.

The next regular meeting will be on Monday October 28, 2013 at 6:00 p.m.

ADJOURNMENT: There being no further business before the Council, A motion to adjourn was made by Mayor Burns, seconded by Member Vick. All voted in favor and the motion was declared carried to adjourn at 7:47 p.m.

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Robert H. Burns

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Ted A. Schoonover  
Clerk-Administrator